Chairperson Ibach called the meeting to order at 9:00 AM. Roll call was taken.

Board Members present:  Chairperson Dave Lanpher  Tim Timian (Online)
Kathy Maier  Brock DesLauriers
Joe Ibach

Staff Present:  Edward Erickson, Legal Counsel  Jodie Campbell
David Campbell

Others Present:  Greg Smith  Reed Danuser
Nancy Willis  Beth Keller
Leah Reynolds  Robert Gietzen
Ross Watkins  Keana Schuler
Derek Mosset

Others Present Online:  Kathy Berry  Eric Oberg
Theron VonBehren  Catlin Timian

Public Comment Period:  No comments

Minutes:  Board members reviewed the minutes of June 8 and June 29th, 2015, with one correction noted. Joe Ibach moved to approve the minutes as corrected. Kathy Maier seconded the motion. Tim Timian, Kathy Maier, Brock DesLauriers, Joe Ibach and Dave Lanpher all voted yes to the motion. The vote was unanimous. Motion carried.

Applications:
Permits Issued/Require Board approval:  Staff reviewed, approved and issued permits to the following applicants:
Certified General:
David A. Lawrence (Via reciprocity with SD)
Megan N. Warner (Via reciprocity with KS)
Licensed:
Pamela K. Recksiedler-Barnard (Via reciprocity with MN)
Apprentice:
Shawn Damberger
Justin E. Lundblad
Andrew Makredes
Tyler Walsh
Kathy Maier moved to affirm the applicants for their respective levels. Brock DesLauriers seconded the motion. Tim Timian, Kathy Maier, Brock DesLauriers, Joe Ibach and Dave Lanpher all voted yes to the motion. The vote was unanimous. Motion carried.

Joshua Miller is making application for certified residential and was present for discussion. Mr. Miller's initial application was discussed at the meeting of February 23, 2015. Based on review of work product the Board tabled Mr. Miller's application for certified residential and requested he submit additional work product for review. Reports have been submitted and reviewed by an independent reviewer. Based on review of current work product Joe Ibach moved to approve Mr. Miller's application for certified residential. Kathy Maier seconded the motion. Discussion took place. Kathy Maier, Brock DesLauriers, Joe Ibach and Dave Lanpher all voted yes to the motion. Tim Timian voted no. Motion carried.

Reed Danuser is making application for the licensed level. Mr. Danuser meets the education, experience hours and examination requirements for licensure. Based on review of Mr. Danuser's work product, Kathy Maier moved to approve Mr. Danuser's application for licensure. Joe Ibach seconded the motion. Joe Ibach, Kathy Maier, Brock DesLauriers, Tim Timian and Dave Lanpher voted yes to the motion. The vote was unanimous. Motion carried.
Supervisory Issues:
Theron Von Behren is present online for discussion of reviews completed on work product submitted by Jeremy Hein as part of Mr. Hein's application process for licensure. The reviews completed on Mr. Hein's work product indicated noncompliance with USPAP. Mr. Von Behren signed the reports as Mr. Hein's supervisory appraiser. The Board requested a written response to the issues noted in the reviews. Mr. Von Behren has not provided a written response. The matter will not be addressed until a written response is received.

Investigations:
Inv 215-150AN: At the meeting of April 13, 2015, the Board reviewed the allegations outlined in the correspondence and determined the allegations could have merit. The Board made a motion to move forward with an investigation, to include a field review.

Inv 215-152AN: At the meeting of June 8, 2015, the Board considered the allegations outlined in the correspondence. Inv 215-152AN involves the same appraiser as Inv 215-150AN, and the issues surrounding this investigation appear to be the similar to those outlined in Inv 215-150AN. The Board tabled the investigation until receipt of the field review completed on Inv 215-150AN.

The field review was completed on Inv 215-150AN. The respondent provided a written response to the review, but was unable to address the Board in person due to medical issues.

Joe Ibach moved to table both Inv 215-150AN and 215-152AN until such time the respondent is able to address the Board. Tim Timian seconded the motion. Joe Ibach, Kathy Maier, Tim Timian, Brock DesLauriers, and Dave Lanpher voted yes to the motion. The vote was unanimous. Motion carried.

Edward Erickson, legal counsel for the Board provided an update on proposed settlement offers. Staff provided an update on pending investigations.

Inv 215-153: The Board reviewed the allegations, as well as the respondent's response to the allegations. Joe Ibach recused himself from the Board. The allegations allege the appraiser refused to complete the report with the scope of work directed; under the hypothetical condition that the second lot is surplus land not having its own highest and best use. In his response, the respondent stated "Using a hypothetical condition assuming the additional lot is surplus land would not result in a credible analysis." Furthermore, "Completing the appraisal using this hypothetical condition does not conform to the "Uniform Standards of Professional Appraisal Practice (USPAP).....". Discussion took place. The conditions necessary for the use of "hypothetical conditions" are clearly defined in USPAP. The Board found the use of a hypothetical condition in this assignment was not applicable.

Tim Timian moved to dismiss the allegations, based on the fact that the appraiser completed the report in compliance with USPAP. Kathy Maier seconded the motion. Kathy Maier, Tim Timian, Brock DesLauriers, and Dave Lanpher voted yes to the motion. Joe Ibach recused himself from voting. Motion carried.

Discussion turned to the AMC that filed the allegations (Inv 215-153). The appraiser was removed from the AMC roster based on the allegations. Board members were in agreement that the actions taken by the AMC appear to be evidence of undue influence. Specifically, the AMC appears to be trying to manipulate an appraisal to make a loan. Based on this evidence, Kathy Maier moved the Board file a complaint against the AMC with the ASC National Hotline. Brock DesLauriers seconded the motion. Joe Ibach, Kathy Maier, Tim Timian, Brock DesLauriers, and Dave Lanpher voted yes to the motion. The vote was unanimous. Motion carried.

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Finances:
Staff submitted the current income and expense report. After review and discussion, Tim Timian moved for approval. Brock DesLauriers seconded the motion. Tim Timian, Kathy Maier, Brock DesLauriers, Joe Ibach, and Dave Lanpher all voted yes to the motion. The vote was unanimous. Motion carried.

Discussion turned to Board sponsored education. Staff is looking to offer three education offerings in December: 1) the 7-hour 2016-2017 USPAP Update, 2) 3-hour Most Common USPAP Violations-Part 2 and 3) 4-hour ND Specific Supervisory Appraiser and Trainee Appraiser course. Staff has contact Craig Steinley to develop a ND Specific Supervisory/Trainee course as well as instruct the three offerings in
December. Mr. Steinley questioned Staff as to whether the Board would like to own the Supervisory/Trainee course and take over instructing future offerings of the course.

Joe Ibach moved to allow Craig Steinley to develop a 4-hour ND Specific Supervisory/Trainee course, to include an examination. The ND Appraiser Board will own the course. Kathy Maier seconded the motion. Tim Timian, Kathy Maier, Brock DesLauriers, Joe Ibach and Dave Lanpher all voted yes to the motion. The vote was unanimous. Motion carried.

**Other Business:**
**Midwest Appraiser Conference-September 16, 2015 in Omaha, NE:** Staff was asked to attend the conference and discuss North Dakota's application process and disciplinary process, as well as any issues regarding these processes.

**Level III Investigator Training- Sept 27-30, Raleigh NC:** Jodie Campbell and Kathy Berry, Investigator/Reviewer for the Board will be attending the training.

**AARO Conference-October 16-19, 2015:** Staff and Chairman Ibach will be attending the conference.

**Election of Vice Chair:** Kathy Maier moved to appoint Tim Timian as Vice Chair. Joe Ibach seconded the motion. Kathy Maier, Brock DesLauriers, Joe Ibach and Dave Lanpher voted yes to the motion. Motion carried.

**Upcoming Board meetings:** The next quarterly meeting is scheduled for November 30, 2015 in Fargo.

Chairperson Lanpher called for adjournment.

Respectfully submitted,

Jodie R. Campbell, Executive Secretary